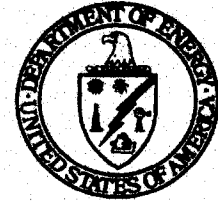





Department of Energy
National Nuclear Security Administration
Service Center
P. O. Box 5400
Albuquerque, NM 87185



JAN 27 2006

MEMORANDUM FOR: Roy J. Schepens, Chairman, Federal Technical Capability
Panel (FTCP), DOE/ORP, Manager

FROM: 
Karen L. Boardman, Director

SUBJECT: Annual Technical Qualification Program (TQP) Workforce
Analysis and Staffing Report for NNSA Service Center (SC)

REFERENCES: 1. FTC Manual, U.S. DOE Manual (M) 426.1-1A
2. FTCP CAP (Corrective Action 1.3), August 2005
3. Memo from FTCP Chair, October 28, 2005, Annual Workforce analysis
and Staffing Plan Report

As you note in your memo of October 28, 2005, the FTC Manual requires that managers complete a workforce analysis of their organizations and develop staffing plans that identify technical capabilities and positions to ensure safe operations at defense nuclear facilities.

Workforce Analysis and Staffing Plans for the NNSA SC were finalized in December 2005, and discussed by Mark Baca at the December 6, 2005 FTCP meeting in Washington, D.C. Attached is the NNSA SC Annual Workforce Analysis and Staffing Plan Summary Report, required by References 2. and 3. above, no later than January 31, 2006.

If you have any questions, please contact David A. Chaney, NNSA SC FTCP Agent, (505) 845-4300.

Attachment

Annual Workforce Analysis and Staffing Plan Report
As of December 31, 2005
Reporting Office: NNSA SC (NZ)

Section One: Current Mission(s) of the Organization and Potential Changes

NNSA Service Center Mission:

Provide responsive business, technical, financial, legal, and management advice and services to successfully accomplish the NNSA mission.

NNSA Service Center Vision:

Be the organization of choice for professional, responsive services and innovative solutions.

Section Two: Technical Staffing

Number of Hazard Category 1, 2, or 3 Nuclear Facilities:

HC 1: 0 HC 2: 0 HC 3: 0

Number of Radiological Facilities: 0

Number of High or Moderate Hazard Non-Nuclear Facilities: 0

Number of Low Hazard Non-Nuclear Facilities: 0 (339,000 Sq. Ft. [+ETC] Offices/Training Space)

Number of Documented Safety Analyses: 0

Number of Safety Systems²: 0

Number of Site Contractor FTEs: 80 (NNSA SC Maintenance: Chugach); 350 (Others).

Number of Federal Office FTEs: 475 (NNSA SC); 269 (ABQ Tenants).

1. Facilities, systems, personnel and authorities listed should be those in the organization's immediate line authority.
2. Safety Systems must be credited in the DSA or be a recognized defense in depth system.

TECHNICAL STAFFING ¹ Technical Staffing Summary Table (see Notes below)					
TECHNICAL CAPABILITY	For All Hazardous Facilities ¹		For Defense Nuclear Facilities ²		Comments
	Number of FTEs Needed ¹	Number of FTEs Onboard ¹	Number of FTEs Needed ²	Number of FTEs Onboard ²	
Senior Technical Safety Managers	10	10	10	10	
Safety System Oversight Personnel ³					
Facility Representatives ⁴					
Other Technical Capabilities: ⁵					
Aviation Safety Manager					
Aviation Safety Officer					
Chemical Processing					
Civil/Structural Engineering	2	2	2	2	
Construction Mgmt					
Criticality Safety	1	1	1	1	
Deactivation and Decommissioning					
Electrical Systems	1.5	1.5	1.5	1.5	
Emergency Management					
Environmental Compliance	1	1	1	1	
Environmental Restoration					
Facility Maintenance Mgmt	1	1	1	1	
Fire Protection Engineering	2	2	2	2	
Industrial Hygiene	2	1	2	1	
Instrumentation and Control					
Mechanical Systems					
Nuclear Explosive Safety	7	7	7	7	
Nuclear Safety Specialist	7.5	7.5	7.5	7.5	
Occupational Safety	3	3	3	3	
Quality Assurance	2.5	2.5	2.5	2.5	
Radiation Protection	4	4	4	4	
Safeguards and Security					
Safety Software Quality Assurance	1.5	1.5	1.5	1.5	
Technical Program Manager	1	1	1	1	
Technical Training					
Transportation & Traffic Mgmt					
Waste Management					
Notes: 1. These columns are the number of FTEs needed to perform the Federal Safety Assurance function for all hazardous facilities, including defense and non-defense nuclear facilities, radiological facilities, and other hazardous facilities. The Federal Safety Assurance function is described in the DOE <i>Implementation Plan to Improve Oversight of Nuclear Operations</i> (in response to Defense Nuclear Facilities Safety Board Recommendation 2004-1). 2. These columns apply only to defense nuclear facilities, and are a subset of the previous columns. These positions are being specified in order to report the status of shortages and any actions taken to fill them to the DNFSB in December 2006 under Commitment 15 in the DOE 2004-1 IP. 3. SSO staffing analysis worksheets can be found at http://www.ftcp.org . 4. Facility Representative staffing analysis worksheets can be found at http://www.ftcp.org . 5. Any additional required technical capabilities should be added to this list. No listed technical capabilities should be deleted.					

Section Three: Current shortages and plans for filling them

One Industrial Hygiene FTE hiring action underway: Offer made.

Section Four: Projected shortage/surplus over next five years

None.

Section Five: General concerns or recommendations related to the Technical Staffing

None.